



## **FY 2022 Gun Violence Reduction Grant Program (GVRG) Notice of Funding Availability (NOFA)**

**Online Submission Deadline: April 27, 2021 by 3 PM**

**Funded by:  
State of Maryland**

Governor's Office of Crime Prevention, Youth, and Victim Services  
100 Community Place  
Crownsville, Maryland 21032-2022  
(410) 697-9338  
<http://www.goccp.maryland.gov>

Larry Hogan, Governor  
Boyd K. Rutherford, Lt. Governor  
V. Glenn Fueston, Jr., Executive Director

### **ELIGIBILITY**

In accordance with the Responsible Gun Safety Act of 2000, the Gun Violence Reduction Grant is open to law enforcement agencies and/or prosecutors who have a demonstrated need, combined with a viable plan for addressing firearms related violence in their jurisdiction.

### **IMPORTANT LINKS**

Application Instructions:

<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>

Grants Management System (GMS): <http://goccp.maryland.gov/grants/>

***GMS submission is required; Hard copy applications are not accepted.***

## Purpose

Thank you for applying for the **Gun Violence Reduction Grant Program (GVRG)** from the **Governor's Office of Crime Prevention, Youth, and Victim Services (Office)**. The primary purpose of GVRG is to help local law enforcement agencies and/or prosecutors develop and implement strategies specifically intended to reduce gun related crime in the State of Maryland. This supports the Office's objectives of developing coordinated criminal justice strategies and increasing the development of data driven approaches to criminal justice in Maryland.

Priority will be given to requests that support the objectives outlined above, as well as the Office's Law Enforcement Unit's goal of disrupting and dismantling criminal organizations through coordinated criminal justice strategies such as the [Maryland Criminal Intelligence Network \(MCIN\)](#). MCIN focuses on identifying, disrupting, and dismantling gangs and violent criminal networks involved in the distribution of illegal drugs, the use of firearms in crimes of violence, firearms trafficking, human trafficking, or other inherently violent criminal enterprises, through integration of enforcement, prevention, intervention, and reentry strategies. MCIN seeks to reduce violent crime by facilitating the formation of information technology-enabled partnerships that lead to improved investigation and prosecution of violent criminals and their networks.

The Governor's Office of Crime Prevention, Youth, and Victim Services will collaborate with the Ceasefire Council to evaluate grant applications.

If you need application assistance, please contact:

Angela Carpintieri, Program Manager  
[Angela.Carpintieri@maryland.gov](mailto:Angela.Carpintieri@maryland.gov)

Justice Schisler, Chief of Programs  
[Justice.Schisler@maryland.gov](mailto:Justice.Schisler@maryland.gov)

If you need assistance with program criteria or have questions about program design, please contact:

Martin Hammond, Deputy Director of Criminal Justice Programs  
[martin.hammond@maryland.gov](mailto:martin.hammond@maryland.gov)

The Governor's Office of Crime Prevention, Youth, and Victim Services' success is measured by subrecipient success. It is critical that we hear from you, our customers. The Hogan-Rutherford administration is committed to providing the best possible customer service to our citizens. To share your ideas on how the Office can best serve you and provide support, please email the above program manager to provide your feedback or complete a three question customer experience survey [customer experience survey](#).

## **Governor's Office of Crime Prevention, Youth, and Victim Services Mission:**

To serve as a coordinating office that advises the Governor on criminal justice strategies. The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

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## I. ELIGIBILITY CRITERIA

The following entities in Maryland are eligible to submit no more than one application for GVRG funding:

- Local law enforcement
- State law enforcement
- State's Attorney's Offices

Please note: Potential applicants that are a partner in an existing MCIN site are encouraged to apply for all gun violence reduction funding through their FY 2022 MCIN grant proposal. For a list of MCIN coalition partners, visit <http://goccp.maryland.gov/mcin/>.

## II. PROGRAM DESCRIPTION

### A. Requiring Agency

Governor's Office of Crime Prevention, Youth, and Victim Services (Office)

### B. Opportunity Title

Gun Violence Reduction Grant (GVRG)

### C. Submission Date

April 27, 2021

### D. Anticipated Period of Performance

July 1, 2021 to June 30, 2022

### E. Funding Opportunity Description

The Governor's Office of Crime Prevention, Youth, and Victim Services anticipates the availability of \$926,940 for GVRG and plans to make no more than 25 awards of up to \$100,000 for FY 2022. New applicants and current grantees may respond to this solicitation. **Potential applicants that are a partner in an existing MCIN site are encouraged to apply for all gun violence reduction funding through their FY 2022 MCIN grant proposal.**

Please note that applications that exceed the maximum award allocation noted above are subject to removal from consideration during the initial technical review. **All funding is contingent upon the final approval of the Governor's Office of Crime Prevention, Youth, and Victim Services' budget during Maryland's 2021 Legislative Session of the General Assembly.**

The Responsible Gun Safety Act of 2000 established the Maryland Ceasefire Council (hereafter referred to as the Council) to assist in the establishment of programs designed to reduce the incidence of firearms related crime.

The Council, which consists of eleven members, is chaired by the Secretary of the Maryland State Police or by the Secretary's designee. Pursuant to Maryland law, the administration of the Council rests with the Governor's Office of Crime Prevention, Youth, and Victim Services (Annotated Code of Maryland, Public Safety Article, Section 5-502 Volume and 2005 Supplement).

The Governor's Office of Crime Prevention, Youth, and Victim Services is responsible for the administration of funds awarded under this program and is authorized to award grants using those funds to qualified recipients. The Office will collaborate with the Council to evaluate grant applications.

The Responsible Gun Safety Act of 2000 was established to provide funds to help local law enforcement agencies and/or prosecutors to develop and implement strategies specifically intended to reduce gun related crime in the State of Maryland. By statute, the Governor's Office of Crime Prevention, Youth, and Victim Services, working in conjunction with the Council, may only consider funding for programs that support one or more of the following efforts:

- Comprehensive and coordinated law enforcement and prosecution programs that target criminals and juveniles who use or illegally possess firearms;
- Law enforcement and prosecution salaries and overtime in support of firearms reduction programs;
- Covert firearms related investigations and debriefing of criminal and juvenile arrestees and offenders for information related to illegal firearms trafficking;
- Initiatives that support the identification of illegal firearms traffickers and the tracing of firearms used to commit crimes or delinquent acts;
- The purchase of technology and information systems to support firearms violence reduction initiatives; and/or
- Other efforts that aid in the apprehension and prosecution of criminals and juveniles who use or illegally possess firearms.

As outlined on page 2 of this NOFA, priority will be given to those applications that also support the concept of operations for the [Maryland Criminal Intelligence Network \(MCIN\) program](#).

### **III. PROGRAM REQUIREMENTS**

Grantees will be required to track and measure program outputs and outcome based performance measures that support gun violence reduction efforts that work towards the Law Enforcement Unit's objective of disrupting and dismantling criminal organizations involved in guns, gangs, drugs and human trafficking. Outputs and outcomes must be recorded and submitted to the Office on a quarterly basis.

The following is a sample list, and is not all inclusive, of all potential outputs and outcomes that may be included in the final awards:

- Number of firearms trafficking organizations identified.
- Number of firearms trafficking organizations disrupted.
- Number of firearms trafficking organizations dismantled.
- Number of gun arrests made.
- Number of gun cases referred for federal prosecution.
- Number of gun cases prosecuted locally.
- Number of NIBIN hits conducted during the reporting period.
- Number of guns seized.
- Number of gun cases referred to MCIN for further investigation.

#### IV. APPLICATION PROCESS

Applicants are required to apply for grant funding through the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application process, which may be accessed through the web URL [www.goccp.maryland.gov](http://www.goccp.maryland.gov) and clicking on **GRANTS MANAGEMENT SYSTEM**, or by going directly to the login screen using the URL: <https://grants.goccp.maryland.gov>.

**In order to use the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application you must have a User ID.**

If you have *not* previously applied through the web, go to the following URL to obtain instructions and the information required to obtain a User ID and password: <http://goccp.maryland.gov/grants/requesting-access/>.

The last day to request a User ID is April 20, 2021. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied to the Governor's Office of Crime Prevention, Youth, and Victim Services, **but do not have your User ID, or are having technical issues with the system**, contact the helpdesk via email at [support@goccp.freshdesk.com](mailto:support@goccp.freshdesk.com) for assistance.

If you need assistance completing the program-specific information required in the online application, please contact Martin Hammond at [martin.hammond@maryland.gov](mailto:martin.hammond@maryland.gov).

#### V. TRAINING / TECHNICAL ASSISTANCE (TA)

To help applicants prepare and submit applications that reflect the Governor's Office of Crime Prevention, Youth, and Victim Services' established guidelines and procedures, training is provided through [training videos posted on the Office website](http://goccp.maryland.gov/grants/gms-help-videos/). These may be accessed through the following URL: <http://goccp.maryland.gov/grants/gms-help-videos/>.

Please review the [training videos](http://goccp.maryland.gov/grants/gms-help-videos/) prior to beginning your application to become familiarized with system guidelines, fiscal review and tips, civil rights requirements, etc.

Additionally, [instructions](http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf) for completing the online application can be found at <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>. Applicants are encouraged to review these [instructions](http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf) prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

The Governor's Office of Crime Prevention, Youth, and Victim Services will conduct a **technical assistance conference call** to provide further application assistance and to answer questions. **The GVRG technical assistance call will be held from 10:00 AM - 11:00 PM on April 9, 2021.**

**Call in number:** 617-675-4444

**PIN#:** 641 923 440 2690 #

**Meeting Link:** <https://meet.google.com/qzp-kezg-cat?hs=122&authuser=0>

## VI. IMPORTANT DATES

|  |                |
|--|----------------|
| Application Technical Assistance Conference Call | April 9, 2021  |
| Deadline to Request a User ID                    | April 20, 2021 |
| Deadline to Submit an Online Application         | April 27, 2021 |
| Letters of Intent Emailed/Denial Letters Emailed | June 2021      |
| Award Documents Emailed                          | June 2021      |
| Sub-award Start Date                             | July 1, 2021   |
| Sub-award End Date                               | June 30, 2022  |

## VII. EVALUATION

The Governor's Office of Crime Prevention, Youth, and Victim Services, along with the [Maryland Ceasefire Council](#), will assess the merits of the proposed program in each of the following areas (See Notice of Funding Availability Application Instructions located at <http://goccp.maryland.gov/grants/programs/>) and will score each application accordingly:

- Problem statement/needs justification (15 points total)
- Program goals and objectives (20 points total)
- Program strategy/program logic (10 points total)
- Performance measurement (outputs, outcomes, and impacts) (20 points total)
- Timeline (5 points total)
- Spending plan and budget (reasonableness, cost effectiveness, detailed justification per line item) (20 points total)
- Management capabilities (5 points total)
- Sustainability (5 points total)

The Gun Violence Reduction Grant program is a competitive application process. The Governor's Office of Crime Prevention, Youth, and Victim Services may conduct a three-tier review, to include internal staff and external independent reviewers, of each application submitted in accordance with this Notice of Funding Availability. As part of the internal review, Office staff will also review the following for each application:

- Crime rate
- Geographic distribution
- Scope (geographic size and location)
- Reach (ability to recognize and address the needs of underserved populations)
- Audit findings
- Performance history with previous awards

## VIII. FUNDING SPECIFICATIONS

### A. Funding Cycle

Commencement of awards funded under the Gun Violence Reduction Grant for FY 2022 will begin July 1, 2021 and end on June 30, 2022. Funds are paid on a reimbursable basis.

### B. Allowable Costs for Direct Services

The following is a listing of services, activities, and costs that are eligible for support with the Gun Violence Reduction Grant program grant funds within a sub-recipient's organization:

- Personnel
- Contractual Services

- Travel
- Equipment
- Other (Items that have a direct correlation to the overall success of a sub-recipient's project objectives and are necessary for the project to reach full implementation will be considered on a case-by-case basis. OffenderWatch may be included in this category.)

### **C. Unallowable Costs**

The following services, activities, and costs cannot be supported with Gun Violence Reduction Grant Program funding:

- Operating Expenses
- Rental Fees
- Printing Costs
- Telephone/Fax
- Food/Beverages
- Trinkets (items such as hats, mugs, portfolios, t-shirts, coins, and gift bags)
- Construction projects

**The list above is not exhaustive. The Governor's Office of Crime Prevention, Youth, and Victim Services reserves the right to make additional budget reductions/restrictions and adjustments at its discretion.**

## **IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS**

The Governor's Office of Crime Prevention, Youth, and Victim Services will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read the Special Conditions specific to your award in the GMS and read the General Conditions which can be found at:

<http://www.goccp.maryland.gov/grants/general-conditions.php>.

### **A. Electronic Funds Transfer (EFT)**

The Governor's Office of Crime Prevention, Youth, and Victim Services encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website: <https://marylandtaxes.gov/divisions/gad/eft-program.php>.

See Form GADX-10 and the GAD 710 Form to instruct first time vendors to update vendor information with the General Accounting Division(GAD)/Comptroller of Maryland and to instruct existing vendors how to update changes in banking information.

### **B. Match**

There is no match required for this funding source. Do NOT enter a match into your budget. If you wish to show other financial or in-kind contributions to your program, it may be written into your narrative.



**C. Supplanting, Transparency, and Accountability**

Supplanting is the use of Office grant funds to replace state or local funds which were previously appropriated/budgeted for, or otherwise would have been spent on, the specific purpose(s) for which this sub-award has been awarded. Any salaries, positions, personnel expenses, contractual expenses, equipment, travel, and other expenses paid for with Office grant funds must be used to supplement your organization's existing budget and may not replace any funds that were already included in your entity's existing or projected budget.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of penalties to include suspension of current and future funds and civil/criminal penalties.

## X. APPLICATION CHECKLIST

### What an Application Should Include:

- ☐ Face Sheet
- ☐ Project Summary
- ☐ Narrative
  - ☐ Problem Statement/Needs Justification
  - ☐ Program Goals and Objectives
  - ☐ Program Strategy/ Logic Model
  - ☐ Program Measurement
  - ☐ Timeline
  - ☐ Spending Plan
  - ☐ Management Capabilities
  - ☐ Sustainability
  - ☐ Applicant Disclosure of Pending Applications Statement
- ☐ Unique Entity Identifier (UEI, Currently DUNS number) and SAM Registration
- ☐ Letters of Support/Commitment (if required in this NOFA)
- ☐ Budget and Budget Justification
  - ☐ Personnel
  - ☐ Operating Expenses
  - ☐ Travel
  - ☐ Contractual Services
  - ☐ Equipment
  - ☐ Other
- ☐ Indirect Cost Rate Agreement or Documentation Supporting Use of the De minimis Indirect Cost Rate (if applicable)
- ☐ Budget Prioritization
- ☐ Certified Assurances
- ☐ Certification Regarding Lobbying
- ☐ Audit Findings/Corrective Action Plan (if applicable)
- ☐ Single Audit Requirements (if applicable)
- ☐ Proof of 501 (c)(3) Status (if applicable)

\*Please note, the [Subrecipient Organizational Capacity Questionnaire](#) is no longer due at the time of application. If awarded, this completed questionnaire will be required post-award.

**\*More information on each item above can be found in the [NOFA Application Instructions](#).**

### Additional Applicant Resources:

- Census Data for MD:  
<https://data.census.gov/cedsci/profile?q=Maryland&g=0400000US24&table=DP05&tid=ACSDP1Y2018.DP05>
- Code for Federal Regulation Title 2 CFR: [https://ecfr.io/Title-02/cfr200\\_main](https://ecfr.io/Title-02/cfr200_main)
- Maryland Code:  
<https://mdcourts.gov/lawlib/research/gateway-to-md-law/code-rules-laws-sources>
- Department of Justice (DOJ) Financial Guide: <https://www.ojp.gov/financialguidedojo/overview>
- FBI Crime Data Explorer: <https://crime-data-explorer.fr.cloud.gov/explorer/state/maryland/crime>
- **211 Maryland** - a statewide resource available by phone and internet 24/7 to connect residents to health and human resources: <https://211md.org/>